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**STATE OF DELAWARE**  
**BOARD OF NURSING**  
**Assistance with Self-Administration of Medications**  
**Committee**

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**AWSAM COMMITTEE Minutes**  
**(Approved July 15, 2014)**

The AWSAM Committee held a meeting on May 5, 2014 at 3:00 P.M. in Conference Room A, Cannon Building, 861 Silver Lake Blvd, Dover, Delaware.

**PRESENT:** Pam Tyranski, Mary Peterson, Agnes Richardson, Ann Blackmore, Alicia Kluger, Maxine Travis, Sarah Carmody, Vickie Cox, Yrene Waldron, Linda Wolfe

**ABSENT:** Sandra Robinson, Aimee DeBenedictis

**GUESTS:** Kathleen Heacock

**PRESIDING:** Pam Tyranski

**STAFF:** Pamela Zickafoose, Executive Director, Delaware Board of Nursing

**CALL TO ORDER:** Ms. Tyranski attempted to call the meeting to order at 3:18 however there was no quorum. The members present held discussion related to the CMS waiver for DDDS. The meeting was called to order at 3:30 p.m. when a quorum was present. Ms. Heacock introduced herself and the committee introduced themselves. Ms. Heacock will be doing an internship with the Board of Nursing as part of the requirements for her doctorate in Educational Leadership from Delaware State University. Ms. Tyranski added "DDDS Waiver Renewal for CMS" to Section 5 for discussion only and then later added it to new business.

**REVIEW OF MINUTES:** Minutes from February 17, 2014 were reviewed. Ms. Peterson made a motion to approve as written, seconded by Ms. Carmody. The motion carried by unanimous vote.

**UNFINISHED BUSINESS:**

**Section 5 Regulations**

Members reviewed Section 5 proposed regulatory changes. Ms. Blackmore questioned how instructors will be observed and stated that might incur additional costs. She stated administrators will need to understand their responsibilities in this process. Ms. Travis asked if a facility is new who would train the first instructor. Dr. Zickafoose explained this is a train the trainer program and current instructors would need to be grandfathered and train the new instructors. Ms. Peterson questioned if "grandfathering" was written anywhere in the new curriculum, statute or regulations. Dr. Zickafoose will check with the board DAG to determine where it would be best to include this language and by what date or timeframe. Members questioned whether we should train on the new curriculum and Dr. Zickafoose replied we would probably send a letter to the entities that they need to have training on the new program.

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Ms. Wolfe questioned 5.4 which requires current CPR certification. She stated that not all teachers have CPR certification in her settings but she agreed with the requirement. Ms. Travis stated all her staff must have CPR. Ms. Blackmore questioned how the DCPs become UAPs and it was decided they would transition with their annual renewal and they would need to take the whole LLAM course as stated in the regulations. Members agreed the letter for LLAM instructors and UAPs must **clearly** state the transition process.

**LLAM Bill**

Dr. Zickafoose explained the bill would not be going forward this legislative session. Members discussed the length of time it was taking to get bills introduced and approved. In addition it is a very political time now with the elections around the corner and certain key politicians running for different positions. Members discussed whether they should try to get the bill introduced or not at this time or whether it was better to wait and get support for the bill. Ms. Peterson made a motion to wait until January 2015, seconded by Ms. Cox. By unanimous vote the motion carried. We will add talking points, target groups and timeline to the next meeting agenda. Ms. Cox commented this will allow us time to address any concerns.

**OTC Medication**

Ms. Wolfe asked to address unfinished business from the minutes related to her OTC request. She stated she had a conversation with Dr. Zickafoose about her OTC request and she withdrew the request prior to it going to the Board of Nursing.

**NEW BUSINESS:**

**DDDS Waiver Renewal**

After earlier informal discussion, Ms. Tyranski reiterated the conversation for members. See below for discussion only. Ms. Peterson made a motion, seconded by Ms. Waldron for Ms. Tyranski to contact DDDS to point out the approval for the online program in their waiver to CMS was not a blanket approval but was approved while AWSAM was legitimate. They will need to reapply to the Board of Nursing for approval when LLAM is implemented. By unanimous vote, the motion carried.

**Educational Platform**

Ms. Travis inquired about the status of the educational platform through the Division of Professional Regulation and Dr. Zickafoose stated she had not spoken with Mr. Mangler about this yet.

**OTHER BUSINESS before the committee (for discussion only):**

Since there was no quorum members discussed the CMS waiver and whether any action was needed. Ms. Waldron discovered AWSAM language in the DHSS Division of Medicaid and Medical Assistance Home and Community-Based Services Waiver Renewal Application. She sent an email to Dr. Zickafoose and Ms. Tyranski stating when she searched on the DDDS website she found the renewal with Appendix G that references the online College of Direct Support course that was approved by this committee only until LLAM is implemented. Members discussed the “conditional” approval of the online course and shared concerns that the waiver is usually for a 3-5 year period. Therefore, the language may be somewhat confusing. Ms. Tyranski shared an overview of the waiver renewal process and stated it is very important how you represent your program especially if

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audited and the information was not correct. Ms. Peterson expressed concern over the change from ten med passes to one. Ms. Waldron shared it was better to point this out now rather than later. Ms. Tyranski will contact Marie Nonnenmacher and explain there is not a blanket approval for DDDS to use the College of Direct Support online program.

**PUBLIC COMMENT-** None

**NEXT MEETING-** July 15, 2014 at 3:30 PM Conference Room A, Cannon Building.

**ADJOURNMENT-** The meeting was adjourned at 5:00 P.M.

Respectfully submitted,

A handwritten signature in black ink that reads "Pamela C. Zickafoose". The signature is written in a cursive, flowing style.

Pamela C. Zickafoose, EdD, MSN, RN, NE-BC, CNE  
Executive Director, Delaware Board of Nursing